Walker County Agricultural Center Operations Policy

PURPOSE:

To ensure equality, uniformity and responsibility in using the facilities of the

Walker County Civic Center Complex.

This policy applies to:

The Show Arena and Meeting Rooms

Kitchen

The Exhibit Tie Area

USE:

FEES:

SCOPE:

The facility is open, on a reservation only basis, to any person, group, or business located or resident in Walker County subject to the fees, rules, and requirements of this policy. Non county residents/businesses are also welcome to use this facility based on availability with walker county residents,

business having priority.

Charges for use will be made in accordance with the following schedule. This

schedule considers all rooms as separate rooms.

SPACE	RENTAL FEE	DEPOSIT	TOTAL
Meeting Room A	\$100.00	\$100.00	\$200.00
Meeting Room B	\$200.00	\$200.00	\$400.00
Show Arena	\$500.00	\$500.00	\$1,000.00
Exhibit Tie Arena	\$300.00	\$300.00	\$600.00
Kitchen	\$100.00	\$100.00	\$200.00
PA System/Microphone		\$25.00	\$25.00
TV/VCR/DVD	\$0.00	\$40.00	\$40.00

PAYMENT:

All fees, deposit and rental are due at time contract /booking for use is completed.

Contracts and bookings must be completed in person.

DEPOSITS:

Deposits are equal to user fee.

Deposits are refundable provided all rules have been followed. Rules are posted

throughout the facility. A copy will be provided for you at time of booking.

BOOKING:

We do not hold dates open.

Emergency Services has priority. Our facility is a designated disaster relief facility and may have to cancel some events if a community disaster/emergency occurs.